



**Personnel Committee Minutes  
May 17, 2016**

The meeting was opened by Chairman John Underwood at 6:00 PM.

**Roll Call:**

Present: Drew Carson, Regina Foy, Jayne Perry, Gary Schmitz, John Underwood, and Debby Wright

Staff Present: Janet Curry, Human Resources Manager

**Approval of the Agenda:**

A motion was made to approve the agenda as presented. Moved by Gary Schmitz, seconded by Regina Foy. The agenda was approved unanimously.

**Approval of Minutes:**

Gary Schmitz moved to approve the August 18, 2015 meeting minutes as written. The motion was seconded by Regina Foy. The minutes were approved unanimously.

**Old Business:**

Awards were presented to Gary Schmitz for 15 years of service, Regina Foy and John Underwood for 10 years of service, and Bob Pollock for five years of service.

**New Business:**

Ann Antonsen, Vice-President and Consultant of Springsted, Inc., presented the December 2015 survey findings of fourteen municipal government's employee salary ranges, incumbents' actual salary and benefits. Discussion was held. Based on the findings, John Underwood moved to accept the recommended range movement of 5%, salary adjustments as presented, and a 2% merit increase. Drew Carson seconded the motion. The motion carried unanimously.

Janet Curry presented a program change based on the Barry Dunn Consulting firm's completed Town information technology needs assessment. The firm recommended that the GIS/IT Manager position be replaced with an IT Manager Position at Grade 17. A motion was presented to affirm the change and was approved unanimously.

Janet Curry reported that the medical, dental, and vision insurances were marketed by the Willis Towers Watson group. The BCBS medical renewal was negotiated down to a 2.9%, dental was a 0% increase, and vision was a 5% decrease. No action was taken.

Drew Carson moved to adjourn and Gary Schmitz seconded. The meeting was adjourned.